



To: Real Estate Department Partners

Notice: **RED-11-13**

From: Real Estate Department

Date: September 19, 2011

Re: **Request for Proposal – Labor Standards Monitoring**

Indiana Housing and Community Development Authority (IHCDA) is requesting proposals from qualified organizations with demonstrated experience in auditing payroll files, reviewing wage decisions, monitoring non-profit or for-profit grant recipients for activities related to affordable housing and community development projects [across Indiana's 92 counties](#) to ensure Davis-Bacon Labor Standards activities are conducted in compliance with all program requirements, and to provide corrective technical assistance services to program recipients, as needed. These projects may be in various stages of construction such as, under construction, construction not yet started, or construction completed.

This request for proposals (RFP) process is competitive; therefore, successful proposals will thoroughly and concisely address and document the following topics:

- Experience with monitoring sub-grantees or sub-contractors for project compliance.
- Experience with public units of government.
- Experience with prevailing wage, labor standards and the Davis-Bacon Act.
- Capacity of the organization to administer project funds.
- Ability to identify deficiencies, provide correction and enforce program requirements.
- Required resources to successfully monitor sub-grantees or sub-contractors.

Detailed requirements and deliverables for the Labor Standards Monitoring contract are included with the RFP document and can be viewed/downloaded using the link below:

[Notice - RFP Labor Standards Monitoring](#)

Responses are due October 3, 2011

Contractors will be notified in writing of the IHCDA's decision by close of business on Friday, October 28, 2011.

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